

**VIRGINIA NATIONAL GUARD
TECHNICIAN EMPLOYMENT OPPORTUNITY ANNOUNCEMENT NO. 09-085**

POSITION: Materials Handler, 09-085, (PD No. 70165000)

GRADE/SALARY: WG-6907-06 \$37,941.66 - \$44,307.01 per annum

DUTY LOCATION: USPFO, Fort Pickett, VA

OPENING DATE: 27 March 2009 **CLOSING DATE:** 10 April 2009 (1700 hrs)

EMPLOYMENT STATUS: Excepted Service Male/Female Enlisted Personnel

WHO CAN APPLY:

GROUP I - All qualified Enlisted Personnel currently employed (permanent) in the Virginia Army National Guard Military Technician Program.

GROUP II - All qualified Virginia Army and Air National Guard Enlisted Personnel, regardless of employment status (Traditional, Military Technician, AGR). To be considered as a Group II applicant, proof of appointment in the Virginia National Guard must be attached if the appointment occurred within 60 days prior to, or during, the advertisement period.

GROUP III - Individuals eligible for military membership in the Virginia National Guard.

MILITARY CRITERIA: Applicant must be qualified and eligible for award of a MOS as follows: E: CMF: 63, 89, 92; MOS: 92F, 88H/M/N/Z

MILITARY ASSIGNMENT: Applicant selected for this military technician position must occupy a military assignment in the Virginia National Guard that ensures proper grade, unit, and MOS prior to placement.

POINT OF CONTACT: CW2 Jason Evans, (804) 228-5188

QUALIFICATION REQUIREMENTS:

GENERAL: Experience, education or training which demonstrates the applicant's ability to compare item identification against receiving reports and issue request forms; skill in using handtrucks, dollies, and other equipment to move stock; ability to use hammers, pliers, and other handtools; and to follow oral and written instruction.

SPECIALIZED: Work experience listed on the application must show at least eighteen (18) months of experience which equipped the applicant with the following specialized experience to successfully perform the duties of the position such as: extensive experience in receiving, packaging and preparation for shipment, compilation of reports, and overall warehousing procedures; experience in setting up and rotating storage location considering factors such as life expectancy, available space, product turn-over, etc.; experience performing inventory and inspection to determine serviceability of stocked items; experience in interpreting and applying written instructions, reference materials, publications, and manuals.

KNOWLEDGE, SKILLS, AND ABILITIES (KSAs) REQUIREMENTS: Applicants should prepare separate statements addressing all KSAs listed below. Explain any military and/or civilian work experience which supports each KSA. **The KSA's are not used for basic qualification.** They are used solely for the purpose of rating and ranking candidates when there are more than ten (10) qualified applicants. If there are more than 10 qualified candidates certified, the KSAs will be used to assist in determining the best qualified candidates to be referred to the selecting supervisor. Failure to provide KSAs may result in inability to refer basically qualified candidates for consideration or interview.

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1. Ability to do the more difficult task, receiving, and processing incoming shipments without supervision, answer questions, and check the work performed at the next lower level.
2. Skill in setting up and rotating storage locations.
3. Skill in determining shortage and overage in inventory; inspecting items to determine fair, wear and tear.
4. Ability to read and interpret technical publications, manuals and regulations.

SUBSTITUTION OF EDUCATION FOR SPECIALIZED EXPERIENCE: Study successfully completed in a college, university, technical or vocational school may be substituted for experience at the rate of one year of study (30 semester hours or 20 classroom hours of instruction per week) for 6 months of experience. Courses must be directly related to the work of the position. Applicant must submit transcripts, diplomas or other forms of completion certificates to provide verification of courses.

DUTIES AND RESPONSIBILITIES - POSITION DESCRIPTION 70165000: Performs a full range of warehousing activities to include receiving, storing, selecting and shipping bulk and bin materials and equipment. Coordinates incoming and outgoing shipments and placement of materials within docking area. Prepares inventory and production reports, screens and identifies shipping and receiving documents for discrepancies, and directs shipments to shipping or storage areas. Identifies, examines, classifies, and accepts and disposes of a wide variety of materials and property including electronic equipment, aircraft and automotive components and assemblies.

APPLICATION PROCEDURES: APPLICANTS MAY APPLY BY SUBMITTING A RESUME, THE OPTIONAL APPLICATION FOR FEDERAL EMPLOYMENT (OF 612), OR THE SF 171, AND KSAs TO: THE ADJUTANT GENERAL OF VIRGINIA, ATTN: J1 (STAFFING), BUILDING 316, FT PICKETT, BLACKSTONE, VIRGINIA 23824-6316 BY THE CLOSING DATE SPECIFIED ON THE ANNOUNCEMENT. APPLICANTS MAY ALSO EMAIL APPLICATIONS TO vanguardtechjobs@ng.army.mil or fax to (434) 298-6381. APPLICATIONS RECEIVED AFTER THE CLOSING DATE WILL NOT BE CONSIDERED. THE FOLLOWING DOCUMENTS ARE NOT ACCEPTABLE AS ATTACHMENTS TO APPLICATIONS: PHOTOGRAPHS, COPIES OF POSITION DESCRIPTIONS, TRAINING CERTIFICATES, PERFORMANCE RATINGS (CIVILIAN OR MILITARY), AWARDS OR LETTERS OF APPRECIATION.

CONSIDERATION FOR THIS POSITION WILL BE WITHOUT REGARD TO SEX, AGE, OR HANDICAP (EXCEPT WHERE REQUIRED BY MILITARY REGULATIONS), RACE, COLOR, NATIONAL ORIGIN, RELIGION, LAWFUL POLITICAL AFFILIATION, OR MEMBERSHIP/NONMEMBERSHIP IN AN EMPLOYEE ORGANIZATION. RELOCATION EXPENSES WILL NOT BE PAID. SELECTEE REQUIRED TO PARTICIPATE IN DIRECT DEPOSIT/ELECTRONIC FUND TRANSFER. ANY GROUP II AND III APPLICANT SELECTED WILL BE REQUIRED TO COMPLETE A PRE-EMPLOYMENT MEDICAL SCREENING WHICH WILL BE PAID FOR BY THE AGENCY.

A complete listing of all current Virginia National Guard Technician Employment Opportunity Announcements is available at <http://vko.va.ngb.army.mil/virginiaguard/>.

TPVA 09-085

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THOMAS L. MORGAN III
LTC, GS, VaARNG
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